

March 27, 2002

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Curtailment of Competitive Professional Development (CPD) and  
Leader Development Core Courses

This fiscal year has introduced a degree of unexpected challenges not experienced in previous years. As you are aware, the intern program has a significant budget shortfall due to insufficient work year funding. In January of this year, I imposed a complete hiring freeze on Army Civilian Training, Education and Development System (ACTEDS) interns, including the recruitment and conversion of Student Career Experience Program participants in an effort to stop the unfinanced requirement (UFR) from escalating any further. Based on the current intern program execution rate, Army has a must fund third quarter FY02 obligation (August/September) of \$7.5 million to sustain salary, benefits, training, travel, per diem, and permanent change of duty station for the remaining on-board interns.

Attempts to obtain additional resources within the funding letter process were unsuccessful. Operating Agency 22 policy prescribes that UFRs must be funded from within one's own budget family first. To do so, and in order to avoid a Reduction in Force for 891 ACTEDS interns, I am forced to stop all third and fourth quarter FY02 CPD and most, if not all, civilian leader development programs funded by ACTEDS.

I realize this decision is not without impact; however, difficult times require difficult decisions and I urge your support.

/s/  
David L. Snyder  
Deputy Assistant Secretary  
(Civilian Personnel Policy)

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